

State of Illinois
Department of Central Management Services
Bureau of Personnel
Springfield, Illinois 62706

Supplementary Examination Announcement

GUARD II – 17682

Monthly Salary Range: \$2490 - \$3066

No Option – Regular Test

SS Option – Spanish Speaking

General duties: A Guard II performs patrols, controls access to state buildings and grounds, checks for breaches of security, unsafe conditions, and additionally is fully trained and responsible for enforcing regulations, safety and security controls, for answering disturbance calls, and for taking an initial response to protect lives and property without the use of physical restraint or force; may regularly provide work leadership, training, development and direction to lower level guards at a state facility.

Desirable training and experience: Completion of six months of safety and security experience as watch attendant, security guard or related position.

Knowledges tested: Written instructions; General Safety; Public Relations; Spelling; Form Completion; Security Practices.

Tests and weights: Automated multiple-choice test 100%.

****NOTE: PER THE PERSONNEL RULES AN APPLICANT SHALL NOT BE PERMITTED TO RETAKE A MULTIPLE-CHOICE AND/OR PERFORMANCE EXAMINATION UNTIL 30 DAYS HAS ELAPSED.**

Length of eligibility period: One year.

(Continued on reverse side.)

EXAMINATION SCHEDULE (EXCEPT FOR STATE HOLIDAYS)

Examinations may be cancelled without further notice as needs are met.

FLEXIBLE SCHEDULE TESTING:

CHICAGO: James R. Thompson Center, 100 W. Randolph, Suite 3-300, Chicago, IL 60601
Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 1:30 p.m.:

SPRINGFIELD: Capitol City Center, 130 W. Mason Street, Springfield, IL 62702
Monday, Tuesday, Wednesday and Thursday between the hours of 8:00 a.m. – 2:00 p.m.:

BY APPOINTMENT ONLY:

CHAMPAIGN: State Regional Office Bldg., 2125 South First St., Telephone 217/278-3435

MARION: State Regional Office Bldg., 2309 West Main Street, Suite 126, Telephone 618/993-7005

ROCKFORD: E.J. "Zeke" Giorgi Center, 200 South Wyman, Telephone 815/987-7004

ILLINOIS RELAY CENTER FOR THESE LOCATIONS: 800/526-0844 (TTY Only)

AN EQUAL OPPORTUNITY EMPLOYER

(RC-029-08) Salary 1-1-06 Group A 7/26/04

Option SS--Spanish Speaking: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Counties in which positions are established: Cook, Macon, Morgan and Sangamon.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.